



CITY OF DURHAM | DURHAM COUNTY  
NORTH CAROLINA



**Date:** May 21, 2012

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Steven L. Medlin, AICP, Planning Director  
**Subject:** Proposed FY 13 Planning Department Work Program

**Executive Summary.** The Interlocal Cooperation Agreement between the City and County for merged planning functions charges the Planning Director with preparing and submitting to the Planning Commission and City and County Managers a work program and annual budget that must be forwarded to both governing bodies for approval.

**Recommendation.** The staff recommends that the City Council approve the Proposed FY13 Planning Department Work Program.

**Background.** The Interlocal Cooperation Agreement between the City and County for merged planning functions charges the Planning Director with preparing and submitting to the Planning Commission and City and County Managers a work program and annual budget. Attached please find the proposed FY13 Planning Department Work Program. More correctly, the attached is a list of the various processes and projects that the Department will work on over the coming fiscal year. They can be categorized as one of three types:

- Ongoing projects and processes that reflect legal requirements to respond to proposed site plans, zoning map changes, use permits, certificates of appropriateness, zoning enforcement actions, etc.
- Ongoing projects and processes that relate to City and County policies for providing timely public information, support for boards and commissions, and Department management, etc
- Projects and process that are somewhat discretionary, reflecting City and County desire to engage in long range planning activities, such as the Rougemont Rural Village Plan, the Industrial Lands Study, the RTP North Design District, and various Unified Development Ordinance text amendments.

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The Department is currently working on other key pieces of information that will complement the work program: projections of case load, projections of staff time committed to each activity, and reasonable project deadlines. The Joint City-County Planning Committee asked to revisit at a future meeting the list of future projects indicated in Part C.

The Durham Planning Commission reviewed the draft work program at its April 10, 2012 meeting and endorsed it as drafted. The Commission expressed interest in seeing the Affordable Housing Density Bonus move forward and including in future years a Bahama Rural Village Plan.

**Attachments**

- Proposed Work Program, FY13, Part A, Programs
- Proposed Work Program, FY13, Part B, Programs and Descriptions
- Proposed Work Program, FY13, Part C, Future Projects